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Early Childhood Unit

2019 ANNUAL REPORT

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CHEROKEE NATION®
Early Childhood Unit

MISSION STATEMENT:

The mission of the ECU is to bring about a greater degree of social competence in children who may be disadvantaged.

The ECU's approach is based on the philosophy that a child can benefit most from a comprehensive, interdisciplinary program to foster development and remedy problems through the involvement of the child's entire family as well as the community.

Cherokee Nation
Early Childhood Unit
P.O. Box 948
Tahlequah, OK 74465

The CNECU Administrative Offices may be reached by calling (918) 453-5757 or toll free 1-888-458-4393. We may also be reached by fax at (918) 458-5799 or by E-mail at head-start@cherokee.org. The Administrative Offices are located 4 miles south of Tahlequah on Highway 62 next to Sequoyah High School in the James Danielson Children's Village. Our webpage can be found at www.cherokee.org by clicking on the Education tab.

Digital copies of this report may be obtained online on the Head Start webpage at www.cherokee.org. Hard copies are available at all ECU Centers and the Main Administrative Office.

HISTORY OF HEAD START

In 1964, the federal government asked a panel of child development experts to draw up a program to help communities overcome the handicap of disadvantaged preschool children. The findings of that panel report became the blueprint for Project Head Start.

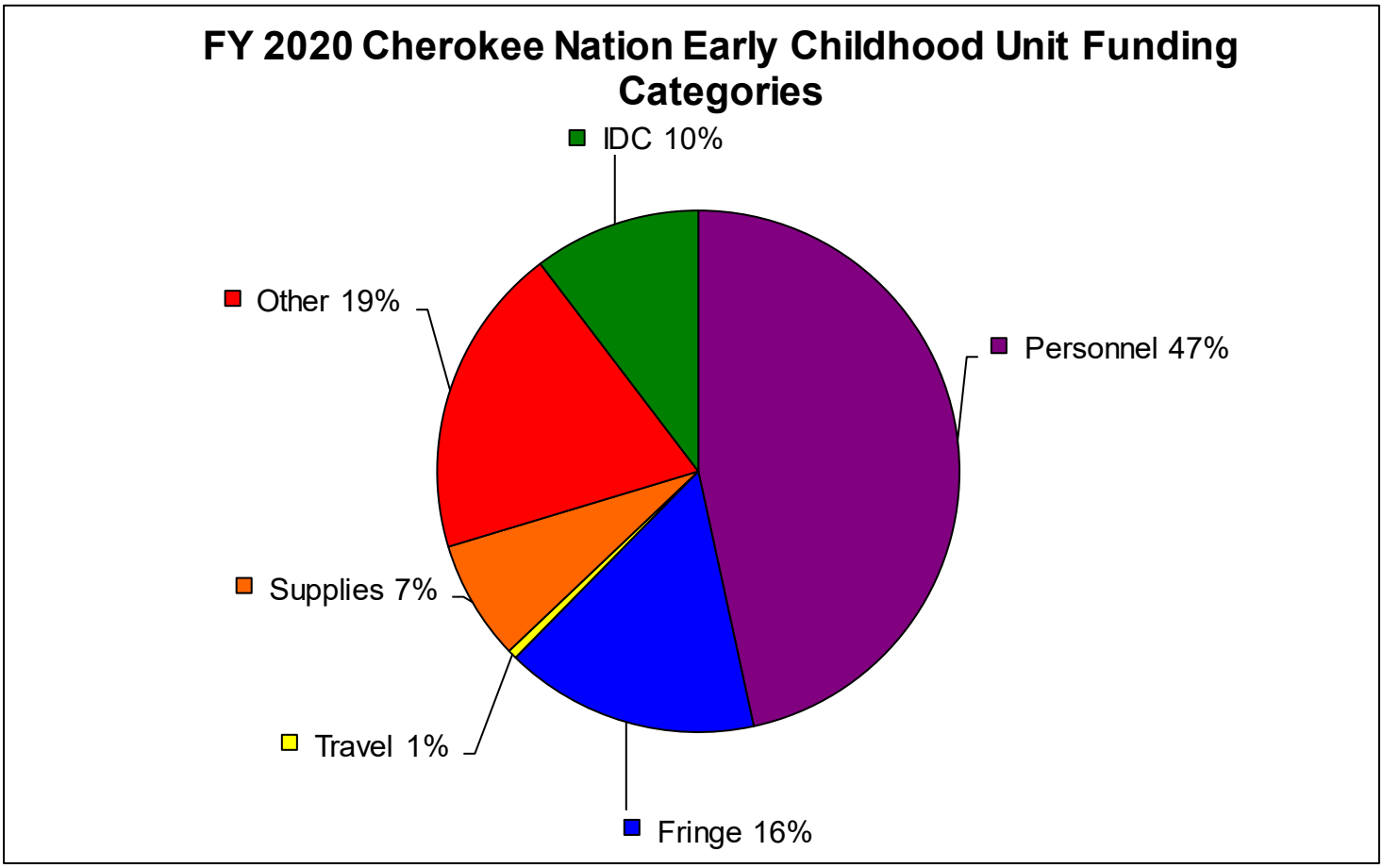
Project Head Start, launched as an eight-week summer program by the Office of Economic Opportunity in 1965, was designed to help break the cycle of poverty by providing preschool children of low-income families with a comprehensive program to meet their emotional, social, health, nutritional and psychological needs. Recruiting children age three to school entry age, Head Start was enthusiastically received by education, child development specialists, community leaders and parents across the nation.

In 1969, Head Start was transferred from the Office of Economic Opportunity to the Office of Child Development in the U.S. Department of Health, Education and Welfare, and has now become a program within the Administration on Children, Youth and Families in the Department of Health and Human Services. A well-established, though still innovative program, Head Start has had a strong impact on communities and early childhood programs across the country. Each year, Head Start serves many American Indian, migrant, urban and rural children and their families in all 50 states, the District of Columbia, Puerto Rico, the Virgin Islands and Pacific Insular Areas.

The Cherokee Nation Head Start Program was originally funded in 1978 for 120 children—six centers with 20 children each.

Research indicated early intervention was needed before the age of three; therefore funds were made available for the "Early Head Start" (EHS) initiative in 1995. The Cherokee Nation further expanded services to include pregnant women and birth to three years old in 1996. The Cherokee Nation was the first Native American Head Start program to be funded in a five-state area for 75 families. The EHS program was operational on August 1, 1997. In 2009, 48 Infants and Toddlers were added through ARRA funding at two new sites located on public school campuses. Since 1978, the Cherokee Nation Early Childhood Unit has steadily grown in funded slots and partnerships with various community service-oriented agencies. Present day enrollment is 680 Head Start children and 200 Early Head Start infants & toddlers. The CNECU has been the subject of six EHS research projects with several Universities.

This document is a general profile of current Cherokee Nation Early Childhood Unit operations.

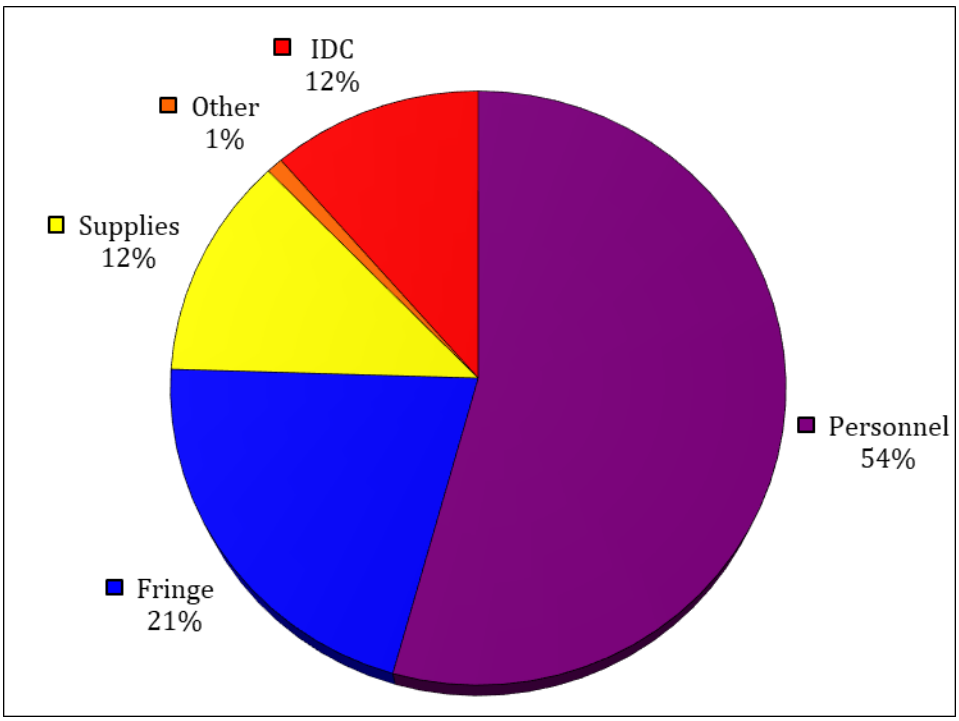


Children Served: 880

CATEGORIES			**FUNDING LEVELS**		
Personnel	$	4,793,510	DHHS-ACF-OHS	$	9,283,589
Fringe	$	1,620,209	DOI-SG	$	43,626
Travel	$	58,281	CACFP (Food Cost Recovered Est.)	$	300,000
Supplies	$	763,920	MVT	$	31,267
Other	$	1,981,866	Tribal Funds	$	629,724
IDC	$	1,064,420	**TOTAL FUNDING**	**$**	**10,288,206**
TOTAL	**$**	**10,288,206**			

Non-Federal Share: $2,320,897

FY 2019 Cherokee Nation Early Childhood Unit
"Tribal Dollars at Work"



CATEGORIES		
Personnel	$	356,960
Fringe	$	138,943
Supplies	$	80,173
Other	$	5,846
IDC	$	75,068
TOTAL	**$**	**656,990**

FUNDING LEVELS		
Supplemental	$	429,724
Full Day	$	200,000
MVT	$	27,266
TOTAL	**$**	**656,990**

In FY 2019, funds that were generously awarded to the Head Start and Early Head Start programs through the tribal council were expended as follows: One hundred three teacher and 9 lead teacher positions continued to realize an increase in salary that was competitive with the Oklahoma State Teacher and Teacher Aid Salary Scale from the FY 2013 funding increase. Full day or after school funds were used to offset the cost of providing full day services from 2:30 to 5:30 pm after the Head Start and Early Head Start day ends. This is an additional cost to the program that is not provided within the federal funding parameter. It is a benefit to Cherokee families in the Pryor, Salina, and Tahlequah areas, assisting working parents or those in school.

Additionally, funding appropriated by the tribal council was very beneficial to the continuing, successful operations of the CNECU. The supplies and other categories were used to help offset federal funding. For instance, these funds were used to help with training costs of all staff of the CNECU by covering travel costs and to purchase training materials as required by the federal funding agency. Classroom supplies and equipment were acquired, such as books, other educational, phonemic supplies, and musical supplies to improve learning, phonological awareness, and verbal/writing/language skills. Other supplies purchased were classroom equipment and toys for gross and fine motor development. Math, science, technological, and art supplies were acquired to develop learning and knowledge of numbers, shapes, patterns, biology, expression, and creativity. Other costs, including utilities and insurance for the program, were expended to assist federal funding of the program. The CN daywork program was utilized with tribal funds for additional maintenance, custodial, and clerical assistance at the Children's Village.

ENROLLMENT BY CN DISTRICT

District Number	Council Representative	Centers Located Within District	EHS Enrollment	HS Enrollment	Total Student Cost Per District
One	Rex Jordan	Tahlequah Early Learning Academy, Sequoyah PS, Nvdo, Agali, Kalvgv, Shady Grove, Hulbert	32	248	$2,605,506.80
Two	Joe Byrd	n/a	0	0	0
Three	Wes Nofire	James Danielson Children's Village	72	34	$1,475,122.90
Four	Mike Dobbins	n/a	0	0	0
Five	E.O. Smith	Webbers Falls PS	0	20	$165,701.00
Six	Darryl Legg	Brushy PS	0	40	$331,402.00
Seven	Canaan Duncan	Cherry Tree, Redbird, Maryetta PS, Zion PS, Rocky Mountain PS	16	205	$1,943,241.65
Eight	Shawn Crittenden	n/a	0	0	0
Nine	Mike Shambaugh	Kenwood	0	17	$140,845.85
Ten	Harley Buzzard	Salina Early Learning Academy, Salina PS, Jay	48	74	$1,347,512.90
Eleven	Victoria Vazquez	n/a	0	0	0
Twelve	Dora Patzkowski	Wauhillau	16	0	$244,806.40
Thirteen	Joe Deere	n/a	0	0	0
Fourteen	Keith Austin	n/a	0	0	0
Fifteen	Janees Taylor	Inola PS, Pryor	16	55	$700,484.15
		TOTAL	200	693	$8,954,623.65

ECU Staff participate in the Resource Fair during the Cherokee Nation Community Services Community Leaders Conference in Tahlequah. Recruiting families is a program wide effort in all areas that the ECU serves.

- **Current Year ECU Funded enrollment ('19/'20):**

Head Start	680
Early Head Start	200
TOTAL CHILDREN	880

- **Early Childhood Unit Employees:**

Administration	5
Mid-Level Management	19
Support Staff	11
Head Start	46
Early Head Start	92
Public School Contracted Positions	34
TOTAL EMPLOYEES	207

- **Public School Collaborations SY 2019-2020**

School	Contract Amt	Qtrly Pmt	IDC Saved	# Children	1st Year
Brushy	$ 30,000.00	$ 7,500.00	$ 3,695.75	40	1995
Hulbert	$ 20,000.00	$ 5,000.00	$ 2,463.83	17	2014
Inola	$ 45,000.00	$ 11,250.00	$ 5,5,43.62	60	1995
Maryetta	$ 90,000.00	$ 22,500.00	$ 11,087.24	120	1993
Rocky Mountain	$ 15,000.00	$ 3,750.00	$ 1,847.87	30	1997
Salina	$ 30,000.00	$ 7,500.00	$ 3,695.75	35	1995
Tahlequah*	$ 160,000.00	$ 40,000.00	$ 19,710.65	200	2011
Webbers Falls	$ 15,000.00	$ 3,750.00	$ 1,847.87	20	1995
Zion	$ 30,000.00	$ 7,500.00	$ 3,695.75	50	2000
TOTAL	**$ 435,000.00**	**$ 108,750.00**	**$ 53,588.34**	**572**	**84%**

*Additional cost to Tahlequah Public Schools for food is approximately $37,700 annually. As well as, a portion of the literacy grant specialist's salary in the 2019-2020 school year.
Side Note: Shady Grove also contracts food costs with the Public School for our HS children at an annual rate of approximately $13,000.

- **Program Eligibility Requirements:**
Program eligibility requirements include guidelines set by Section 652(a) of the Head Start Act (P.L. 101-5-1) which provides for periodic revision of poverty line. Cherokee Nation Head Start further requires a child's birth record such as a birth certificate, immunization record, & CDIB *(if available)*. Applications are screened and prioritized for enrollment opportunities.

Head Start/Early Head Start Income Eligibility Grid 2019/2020	
Family Size	Income
1	$12,490
2	$16,910
3	$21,330
4	$25,750
5	$30,170
6	$34,590
7	$39,010
8	$43,430
For more than 8 persons add $4,420 for each additional person.	

- **Regulatory Guidelines:**
  - DHHS Licensing
  - OHS Performance Standards
  - Head Start Act
  - Cherokee Nation Environmental Health
  - Cherokee Nation Risk Management
  - ECU Ongoing Monitoring Checklist
  - Cherokee Nation Policies & Procedures
  - ECU Amended Policies & Procedures

- **Fiscal Year Schedule:**

Head Start & Early Head Start	November 1 - October 31
CACFP	October 1 - September 30
Self Governance	October 1 - September 30
Public School Contracts	July 1 - June 30
Motor Vehicle Revenue	October 1 - September 30
Cherokee Nation Head Start Act Funding	October 1 - September 30

- **Audits:**
  - Child and Adult Care Food Program - CACFP
  - Cherokee Nation Institutional Audit
  - EHS/HS Federal Annual Review
  - Office of Head Start School Annual Readiness Teleconference

- **Internal Advisory Boards/Committees/Work Groups:**
  - Education Advisory Board
  - Health Advisory Board
  - Policy Council
  - Quarterly Superintendent's Meeting
  - ERSEA Task Force
  - Community & Family Partners in Advocacy
  - Culture & Language Advisory Board

- **E.C.U. Leadership Initiatives:**
  - Leadership Academy
  - G.P.S. Leadership Institute
  - Strategic Planning Committee
  - Annual Early Childhood Conference
  - W.I.L.L.s (Women in Long Term Leadership)

- **Training Opportunities:**
  - Annual Pre-Service Training
  - Annual Early Childhood Conference
  - Early Head Start/Head Start Lead Teacher Training
  - Monthly Family Advocate Training
  - Monthly New Hire Orientation
  - Bi-Weekly Administrative Meetings

- **Annual Renewal Certifications:**
  - Food Handlers *(Bi-Annual)*
  - CPR/1st Aid *(Bi-Annual)*
  - Fire Extinguisher
  - Medical Administration Training
  - Bus Evacuation
  - Bus Monitor
  - Blood Borne Pathogens
  - Pedestrian Safety
  - ERSEA/Enrollment
  - Emergency Preparedness Plan

- **Community & Family Engagement :**

  The ECU offers a variety of activities that invite families to be fully engaged in their child's learning experience. Monthly family trainings & meetings, Fall Festival, Week of the Young Child Celebrations, Classroom Celebrations, Policy Council and opportunities to volunteer in the classroom are among the ways that the ECU invites families into the classroom.

  Community volunteers play a vital part in the program through In-Kind services or volunteer hours completed within our classrooms. The ECU hosts an average of 45 college students annually through the Alternative Spring Break program in addition to collaborations with Northeastern State University, local police & fire departments and various local agencies.

ECU Faculty & families from the Redbird & Cherry Tree sites participated in the Stilwell Strawberry Festival Parade. The faculty shared information on the program and gave away ECU promotional items along the route.

The ECU partners with Cherokee Nation & other area agencies to provide a Fall Festival for program families to enjoy. Collaborations with Cherokee Nation & Community agencies make up 20% of funding through In-Kind contributions.

Several ECU Faculty were trained & certified in the skill of Infant Massage. Parents are taught techniques of massaging their child in a way that nurtures & forms a bond with them.

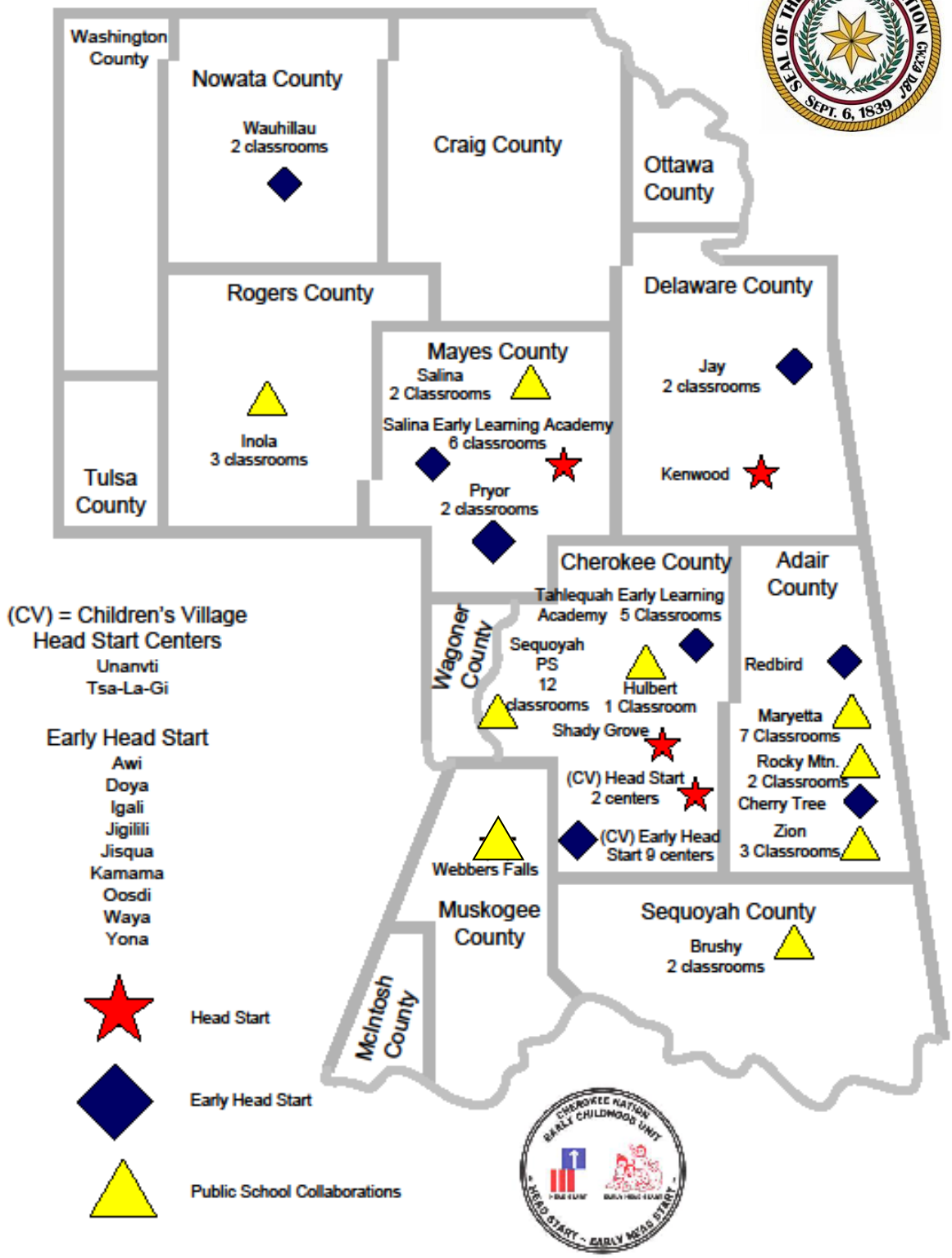
Male Engagement in the lives of the children we served is encouraged through volunteering in the classroom as a reading buddy and participation in class wide activities.

- **Food Costs & Reimbursements 2017-2018:**

Month	Total Expenditures	TOTAL Reimbursement
August	$ 33,690.81	$ 26,204.40
September	$ 31,325.05	$ 27,676.77
October	$ 35,802.02	$ 26,526.48
November	$ 25,234.79	$ 22,468.23
December	$ 15,667.41	$ 12,826.99
January	$ 34,591.39	$28,690.34
February	$ 31,370.35	$ 32,194.59
March	$ 27,753.14	$27,503.67
April	$ 24,027.23	$ 32,510.84
May	$ 22,453.70	$ 19,486.29
June	$19,981.31	$ 14,256.75
July	$ 10,156.88	$ 9,874.63
TOTAL	$ 312,054.08	$280,219.98

- **Program Information Report (PIR) ~ 2018-2019:**

*Funded Enrollment: Head Start 680, Early Head Start 200
*Average Monthly enrollment: 95% -100%
*Families Served by: Head Start, 712; Early Head Start, 258
*Head Start: 44% of children served are income or categorically eligible.
*Early Head Start: 71% of children served are income or categorically eligible.
*Head Start: 94% of children received medical screenings.
*Early Head Start: 91% of children received medical screenings.
*Medical Screenings include: Physical, Dental, Speech, Vision, Hearing, Height/Weight, Blood Pressure, Lead & Hematocrit.
*Head Start dental screenings: 90% of children received exam.

Parents from Kenwood Head Start were trained as volunteers to help serve as Bus Monitors on the center's daily bus route. Due to the community need & logistics, Kenwood is the only remaining ECU site with bus service.

Cherokee Nation Early Childhood Unit
Center Locations